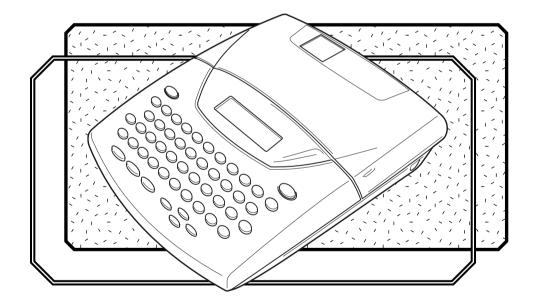# brother®

TZ TAPE

P-touch

2200

USER'S GUIDE

• Read this User's Guide before you start using your P-touch.
• Keep this User's Guide in a handy place for future reference.

INTRODUCTION

Thank you for purchasing the P-touch 2200!

Your new P-touch will allow you to create labels and stamps for any need. Its versatility enables you to design custom labels by choosing from a variety of frame designs and from many characters sizes and styles. In addition, the five tape widths (1/4" (6 mm), 3/8" (9 mm), 1/2" (12 mm), 3/4" (18 mm) and 1" (24 mm)) and variety of tape colors allow you to print personalized labels, useful for color-coded filing. With the **Stamp** function, you can quickly and easily make stamps for reusable pre-inked stamp holders.

You no longer have to worry about urgent tasks that require professional printing. In the office, the factory, the lab and the home, the quality and performance of the P-touch 2200 makes it an extremely practical machine.

Finally, as you may want to refer to this User's Guide occasionally, we suggest that you keep it in a handy place.

Canadian Department of Communications Compliance Statement

This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus as set out in the interference-causing equipment standard entitled "Digital Apparatus", ICES-003 of the Department of Communications.

Switching the language of the messages between English and French

1. Erase all of the text in the display either with (Del) or by holding down (Code) and pressing (Del).

2. Hold down (Code) and press (F) to display the current language setting ("ENGLISH" or "FRANÇAIS").

3. Keep (Code) held down and press (F) again until the desired setting appears in the display, then release the keys.

   ☞ *The default setting is English.*
   Turning off the machine does not change the language setting.
   The language cannot be changed if some text remains in the display.

CONTENTS

Getting Started
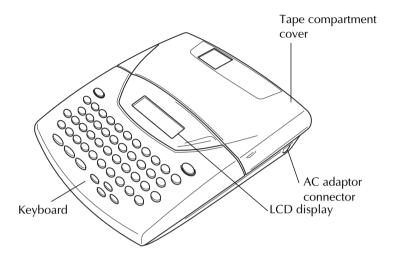
GENERAL DESCRIPTION

TOP VIEW

Tape compartment
cover

AC adaptor
connector

Keyboard

LCD display

BOTTOM VIEW

Tape exit slot

Battery compartment cover

KEYBOARD & LCD DISPLAY

Power key

Delete key

Cursor keys

Return key

GENERAL PRECAUTIONS

• Use only Brother TZ tapes with this machine. Do not use tapes that do not have the **TZ** mark.
• Do not pull on the tape being fed from the P-touch. This may damage the tape cassette.
• Do not use the machine in dusty places, and keep it out of both direct sunlight and rain.
• Do not expose the machine to high temperatures or high humidity. Never leave it on the dashboard or in the back of your car.
• Do not leave any rubber or vinyl on the machine for an extended period of time. Doing so may cause staining.
• Do not clean the machine with alcohol or other organic solvents. Use a soft, dry cloth only.
• Do not put any foreign objects into or anything on the machine.
• To avoid injuries, do not touch the cutter's edge.
• Use only the AC adaptor (model AD-60) designed exclusively for this machine. Use of any other adaptor will void the warranty.
• Do not try to disassemble the AC adaptor.
• When the machine is not being used for a long period of time and it is not necessary to keep the text files stored in the memory, disconnect the AC adaptor, and remove the batteries to prevent them from leaking and damaging the machine.
• When the AC adaptor is connected, unplugging the adaptor from the electrical outlet before unplugging it from the machine can delete all text files in the memory, even if batteries are installed.
• **Use eight AA alkaline batteries or eight AA manganese batteries in this machine.**
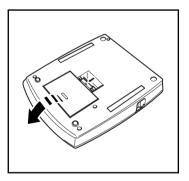
BATTERIES
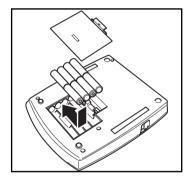
This portable machine can be used anywhere by installing eight (8) **AA alkaline batteries or AA manganese batteries**. When you change the batteries, always replace all eight at the same time.

To change the batteries:

❶ Remove the battery compartment cover on the back of the machine.

❷ If batteries are already installed, remove them.

❸ Insert eight new AA alkaline batteries or manganese, making sure that they face the correct direction.

❹ Attach the battery compartment cover.

☞ *Be sure to insert the new batteries within five minutes of removing the old ones, otherwise the text shown in the display and any text files stored in the memory will be lost (unless the machine is plugged into an AC outlet with the AC adaptor).*

Remove the batteries and disconnect the AC adaptor if you do not intend to use this machine for an extended period of time. When the power is disconnected, all text shown in the display and stored in the memory will be lost.

OPTIONAL AC ADAPTOR

The AC adaptor (model AD-60) allows you to use this machine wherever there is an electrical outlet.
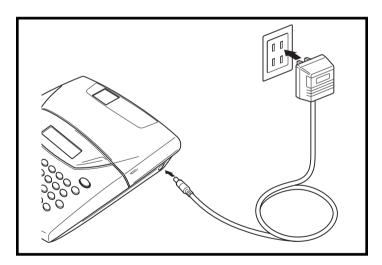
To connect the optional AC adaptor:

❶ Insert the plug on the adaptor cord into the connector marked DC IN 9.5V on the right side of the machine.

❷ Insert the plug on the adaptor into the nearest standard electrical outlet.

☞ *Only use the AC adaptor designed exclusively for this machine.*

Remove the batteries and disconnect the AC adaptor if you do not intend to use this machine for an extended period of time. When the power is disconnected, all text shown in the display and stored in the memory will be lost.

When the AC adaptor is connected, unplugging the adaptor from the electrical outlet before unplugging it from the machine can delete all text files in the memory, even if batteries are installed.

It is recommended that you use the AC adaptor when printing large fonts on 1″ (24 mm)-wide tape since this operation can quickly drain the batteries.

TAPE CASSETTE
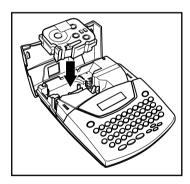
A single TZ tape cassette is supplied with this unit. However, since TZ tape cassettes are available for this machine in a wide variety of colors and sizes, it is possible to make distinctive color-coded and stylized labels.

In addition, this machine has been designed to allow you to change the tape cassettes quickly and easily.

To change the tape cassette:

❶ Lift open the tape compartment cover. The installed cassette is also released.

❷ If a tape cassette is already installed, remove it by pulling it straight up.

❸ If the ink ribbon in the other tape cassette is loose, use your finger to wind the toothed wheel in the direction of the arrow on the cassette until there is no slack in the ribbon. Also, make sure that the end of the tape feeds under the tape guides.

☞ *If you are using a new tape cassette provided with a stopper, be sure to remove the stopper.*

❹ Insert the tape cassette firmly into the tape compartment, making sure that the entire back of the cassette touches the bottom of the compartment.

☞ *When inserting the tape cassette, make sure that the inner ribbon does not catch on the corner of the metal guide.*

❺ Close the compartment cover, then turn on the machine if it is off.

❻ Hold down ⓒode and press $\overset{\text{Feed\&Cut}}{\text{Space}}$ once to advance the tape and remove any slack.
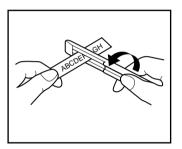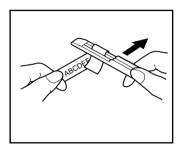
ATTACHING LABELS

LAMINATED TAPE

The enclosed stick enables you to easily remove the backing from labels printed on laminated tapes.
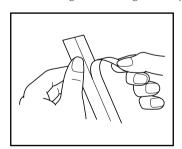
❶ Hold the tape in your left hand, with the printed surface facing up, and hold the stick in your right hand.

❷ Pass the tape halfway through the long narrow hole in the stick.

❸ Turn the stick three-quarters of a turn towards you and pull the stick away from you as shown below.

❹ Peel off the label backing.

NON-LAMINATED TAPE
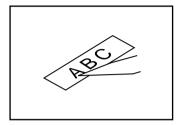
Labels printed on non-laminated tapes can be folded in half so that the inside edges of the two backing pieces come off the label, enabling the backing to easily be peeled off.

INSTANT-LETTERING TAPE (RUB-ON TRANSFERS)

Instant-lettering tape is used to transfer your text onto paper. After printing the text onto instant-lettering tape and cutting off the label, position the label on a sheet of paper. By simply rubbing the instant lettering tape's non-printed side with the enclosed stick, you can transfer the text directly onto the paper.
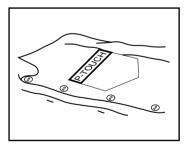
☞ *Hold the tape very firmly and do not move it while rubbing the tape.*
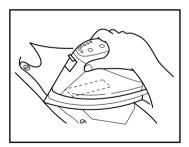
IRON-ON TRANSFER TAPE

Iron-on transfer tape is used to transfer your text onto garments using an iron.

❶ Insert an iron-on transfer tape cassette, press (Print) to print the text, then push down on the tape cutter lever to cut off the label.

❷ Iron the garment to flatten it before transferring the text.

❸ Place the label on the garment at the location where you wish the text to be transferred.

❹ Set the iron to cotton (300 to 350˚F or 150 to 180˚C), then press down on the label with the iron for about 15 seconds.

❺ Allow the iron-on transfer to cool (for about 60 seconds), then carefully remove the backing tape.

☞ *White garments made from 100% cotton with a plain (smooth) surface are best for iron-on transfers.*

You can also make transfers to garments made from 100% linen or cotton and polyester mix as long as they have a plain (smooth) surface.

The label will not adhere properly to any cloth with a rough surface, such as pile or denim, or with a waterproof surface. Heat-sensitive materials, such as nylon, acetate or other similar fibers, are also unsuitable as they may be damaged when pressing with an iron at a high temperature.

Do not move the iron while pressing. The label may move out of the desired position. Press the iron vertically down onto the cloth.

After the backing tape has been removed, the transferred label may appear glossy. In addition, some white spots may have appeared on the label if it was touched while the backing tape was peeled off. These can be removed by ironing over the label with a piece of cloth placed between the label and the iron.

Since the transferred label cannot be removed once it is applied, make all transfers with care.

Washing:

Garments with transfer labels can be washed over 20 times if the label has been transferred correctly. Normal biological and non-biological household detergents may be used.

The label may become discolored if the garment is placed in bleach for an extended length of time.

Be careful that hard objects such as buckles or buttons do not come into contact with the label during the wash.

Do not dry clean garments which have had transfer labels applied.

Drying:
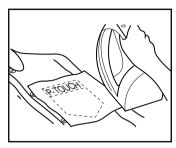
Garments with transfer labels may be dried either inside or outside out.

Do not tumble dry. The transfers will come off and may stick to other items of clothing.

Ironing:

Iron garments with transfers using normal temperature settings.

Be sure to place a piece of cloth between the iron and the label when you iron over it to prevent the label from sticking to the iron.

The labels are non-toxic, however, please maintain the usual precautions, such as not placing them in your mouth, etc.

Do not store the tape cassette in areas exposed to direct sunlight, high humidity or dust.

FABRIC TAPE

Fabric tape is used to attach a piece of fabric printed with your text onto garments using an iron. After printing the text onto fabric tape and cutting off the label using <u>scissors</u>, place the label on an ironed garment at the location where you wish to attach it in such a way that the printed text can be read correctly. Cover the label with another piece of cloth and use an iron set to a medium-high temperature (320 to 356 °F (160 to 180 °C)) to press down firmly for 10 to 15 seconds. For more details, refer to the instructions included with the fabric tape cassette.

☞   *The label will have a white background on colored cloth.*

STAMP TAPE

Refer to pages 46 through 48 for a detailed explanation on using the stamp tape to make stamps.
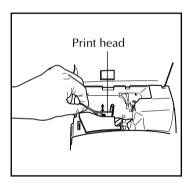
PRINT HEAD & ROLLERS
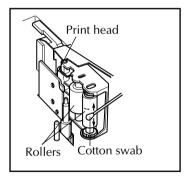
Occasionally, specks of dust or dirt become attached to the machine's print head and rollers. This is particularly likely when you are using the unit outdoors or in a very dusty environment. If a section of the print head is covered with dust, a blank horizontal streak may appear through the label text. Therefore, as with a tape recorder, the machine's head may need to be cleaned from time to time.
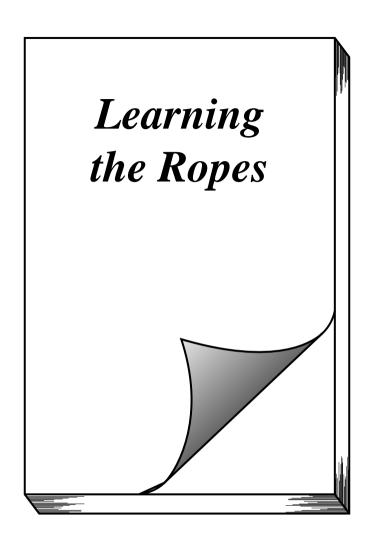
To clean the print head and rollers:

❶ Turn off the machine.

❷ Open the tape compartment cover, then remove the tape cassette if one is installed. The print head and rollers are located in the tape compartment.

❸ Print head: Use a dry cotton swab to gently wipe the print head with an up-and-down motion.
Rollers: Use a dry cotton swab to wipe each roller with an up-and-down motion while rotating them with your finger.

❹ Install a tape cassette, close the tape compartment cover, and then try printing again.

❺ If dust still remains, repeat steps ❸ and ❹ using a cotton swab dipped in isopropyl (rubbing) alcohol.

If none of the above works, contact your service representative.

Print head

Print head

Rollers   Cotton swab

Learning the Ropes
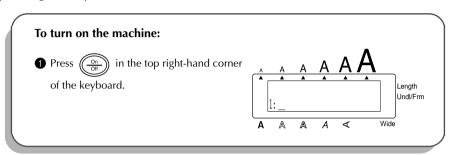
DOOR LABEL EXAMPLE

After you have inserted the batteries and the enclosed tape cassette as explained in the *Getting Started* chapter, let's practice using some of the basic functions of your P-touch. We must first begin by turning on the power to the machine.

To turn on the machine:

❶ Press ⬭(On/Off) in the top right-hand corner of the keyboard.

The underline in the LCD display is called the "cursor". It is like a pointer which shows your current position and lets you select characters in your text.

The text you create may sometimes be longer than the 11 characters that the LCD display can show at one time. Therefore, the cursor can be moved to show other parts of the text. Pressing the left cursor key (◁) moves the cursor to the left so that the left side of the text can be seen and pressing the right cursor key (▷) moves the cursor to the right so that the right side of the text can be seen.

Some format settings are shown by the triangular and square indicators around the edge of the display. The default settings (the selected settings when the power is turned on for the very first time) have been pre-programmed into the machine and represent the most common settings for labels. However, you can design your own label to have any format that you wish. Detailed explanations of the formats can be found on pages 49 through 66.
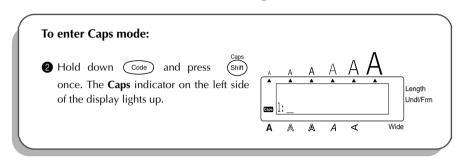
Now, let's enter the text for our first example, the simple door label shown below.

MEETING ROOM
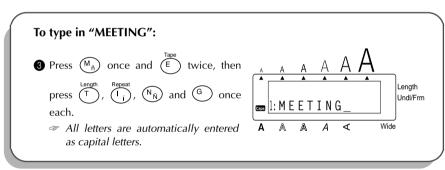
☞ *The label in this example was made using the enclosed 1/2" (12-mm)-wide tape.*

ENTERING THE TEXT

Since all of the text will be in capital letters, we will use the **Caps** mode, which allows us to type capital letters continuously without holding down $\overset{\text{Caps}}{(\text{Shift})}$.

To enter Caps mode:

❷ Hold down (Code) and press $\overset{\text{Caps}}{(\text{Shift})}$ once. The **Caps** indicator on the left side of the display lights up.
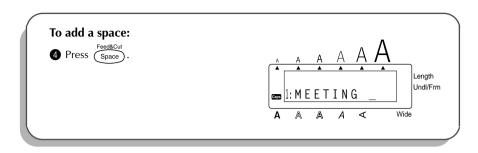
Then, let's type in the text in the same way that you would type on a typewriter or a computer keyboard.

To type in "MEETING":

❸ Press $(M_ñ)$ once and $\overset{\text{Tape}}{(E)}$ twice, then press $\overset{\text{Length}}{(T)}$, $\overset{\text{Repeat}}{(I_i)}$, $(N_ñ)$ and (G) once each.

☞ *All letters are automatically entered as capital letters.*
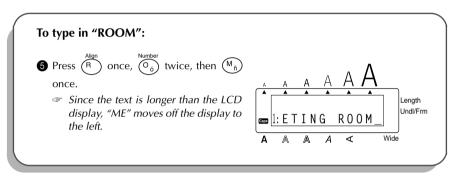
Also like on a typewriter or computer keyboard, the **Space** key ($\overset{\text{Feed\&Cut}}{(\text{Space})}$) allows you to add blank spaces to the text.
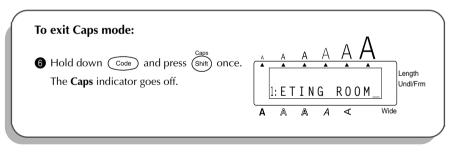
☞ *The **Space** key ($\overset{\text{Feed\&Cut}}{(\text{Space})}$) is different from the right cursor key ($\overset{▸▸}{▶}$), which moves the cursor through the entered text <u>without</u> adding blank spaces.*

To add a space:

❹ Press (Space) [Feed&Cut].

A A A A A A

1:MEETING _

Caps

A A A A ◁

Length
Undl/Frm
Wide

Type the second word, "ROOM", to finish the text.

To type in "ROOM":

❺ Press (R) [Align] once, (O ó) [Number] twice, then (M ñ) once.

☞ *Since the text is longer than the LCD display, "ME" moves off the display to the left.*

A A A A A A

1:ETING ROOM_

Caps

A A A A ◁

Length
Undl/Frm
Wide
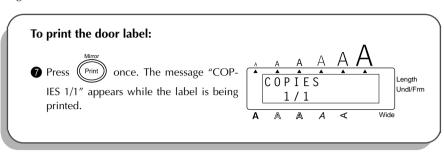
Now that we are finished entering capital letters, we can exit **Caps** mode.

To exit Caps mode:

❻ Hold down (Code) and press (Shift) [Caps] once.
The **Caps** indicator goes off.

A A A A A A

1:ETING ROOM_

A A A A ◁

Length
Undl/Frm
Wide

Once you have entered the text, you can easily edit it by correcting mistakes or simply adjusting it or its format. For detailed explanations of text editing methods, see pages 36 to 37.

PRINTING THE TEXT

Several format settings are available, however, in this example we will use the default settings pre-programmed into the machine and print out our label, which is then automatically cut off after printing is finished.

To print the door label:

❼ Press (Print) once. The message "COPIES 1/1" appears while the label is being printed.

```
COPIES
  1 / 1
```

Length
Undl/Frm
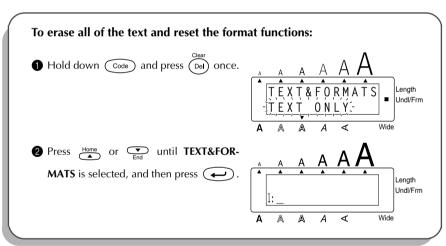
Wide

While making the multi-line address label in this example, we will learn how to create more decorative labels using the various format settings.

<div align="center">

Bill Reynolds
ABC Transport
29 South Main St.
Los Angeles, CA 88888
012-345-6789

</div>
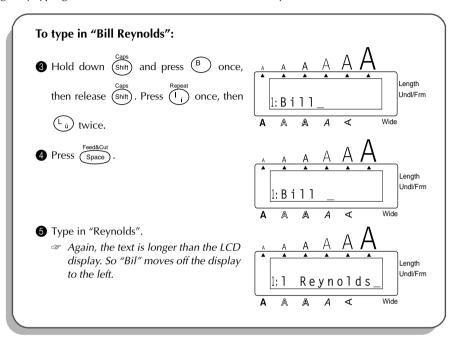
☞ *Five-line labels, such as this one, can only be printed on either 3/4" (18-mm) or 1" (24-mm)-wide tape (see page 33).*

Before entering the new text, we must first erase the text shown in the display from the previous time that the machine was used. When clearing the display, we can choose whether to erase all of the text and return all format functions (**Font**, **Size**, **Width**, **Style**, **Underline**, **Frame**, **Tape margin**, **Alignment**, **Tab length**, **Mirror printing**, and **Length**) to their default settings or just to erase the text.

To erase all of the text and reset the format functions:

❶ Hold down (Code) and press (Del) ^Clear once.

A A A A A A
T E X T & F O R M A T S ■ Length / Undl/Frm
-T E X T   O N L Y-
A A A A ◁   Wide

❷ Press ^Home▲ or ▼End until **TEXT&FOR-MATS** is selected, and then press (←┘).

A A A A A A
1: _
Length / Undl/Frm
A A A A ◁   Wide
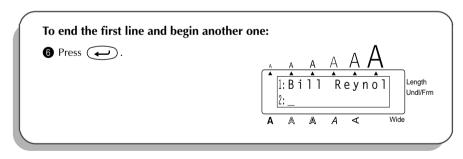
ENTERING THE TEXT
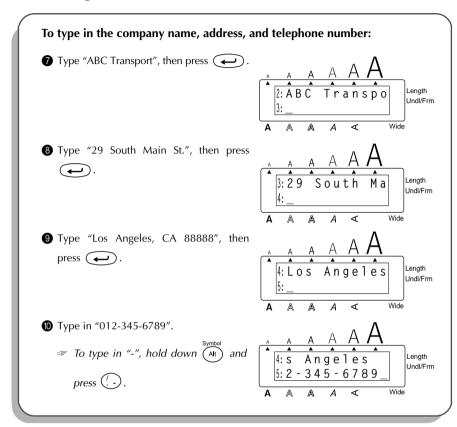
Let's begin by typing in the first row of text, the name "Bill Reynolds".

To type in "Bill Reynolds":

❸ Hold down (Shift) Caps and press (B) once, then release (Shift) Caps. Press (I i) Repeat once, then (L ú) twice.

❹ Press (Space) Feed&Cut.

❺ Type in "Reynolds".

☞ *Again, the text is longer than the LCD display. So "Bil" moves off the display to the left.*

In a multi-line label, the return key (⏎) is used to end one line and start the next one. The return mark (↵) indicates the end of the line.

To end the first line and begin another one:

❻ Press (⏎).
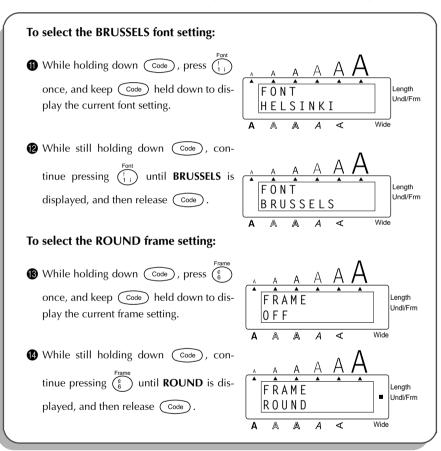
Now, we can enter the company name, address, and telephone number: ABC Transport; 29 South Main St.; Los Angeles, CA 88888; 012-345-6789.

To type in the company name, address, and telephone number:

❼ Type "ABC Transport", then press ⏎.

```
2:A B C   T r a n s p o
3:_
```
Length
Undl/Frm
Wide

❽ Type "29 South Main St.", then press ⏎.

```
3:2 9   S o u t h   M a
4:_
```
Length
Undl/Frm
Wide

❾ Type "Los Angeles, CA 88888", then press ⏎.

```
4:L o s   A n g e l e s
5:_
```
Length
Undl/Frm
Wide

❿ Type in "012-345-6789".

☞ *To type in "-", hold down* (Alt) *and press* (/ .) *.*

```
4:s   A n g e l e s
5:2 - 3 4 5 - 6 7 8 9_
```
Length
Undl/Frm
Wide

20
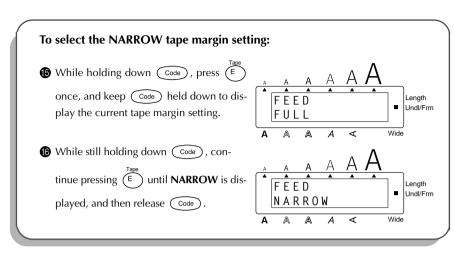
FORMATTING THE TEXT

Now the text has been entered as we wish. If it were printed, the standard default settings would be used. The text would be aligned on the left side with 1 1/24″ (25 mm) margins and would not be framed or underlined. In addition, the characters would be auto-sized (**Auto**) and printed using the **HELSINKI** font and **NORMAL** style settings. For more details concerning format settings, please see pages 49 and 66.

For this label, though, let's assume we want a different style of text: **BRUSSELS** font, framed, and printed with **NARROW** (1/3″ (8 mm)) tape margins. Therefore, we must change the format.

To select the BRUSSELS font setting:

❶❶ While holding down (Code), press (!1i) [Font] once, and keep (Code) held down to display the current font setting.

FONT
HELSINKI

Length
Undl/Frm
Wide

❶❷ While still holding down (Code), continue pressing (!1i) [Font] until **BRUSSELS** is displayed, and then release (Code).

FONT
BRUSSELS

Length
Undl/Frm
Wide

To select the ROUND frame setting:

❶❸ While holding down (Code), press (¢6) [Frame] once, and keep (Code) held down to display the current frame setting.

FRAME
OFF

Length
Undl/Frm
Wide

❶❹ While still holding down (Code), continue pressing (¢6) [Frame] until **ROUND** is displayed, and then release (Code).

FRAME
ROUND

Length
Undl/Frm
Wide

To select the NARROW tape margin setting:

⓯ While holding down ⓒode, press Ⓔ (Tape) once, and keep ⓒode held down to display the current tape margin setting.

```
FEED
FULL
```
Length
Undl/Frm
Wide

⓰ While still holding down ⓒode, continue pressing Ⓔ (Tape) until **NARROW** is displayed, and then release ⓒode.

```
FEED
NARROW
```
Length
Undl/Frm
Wide

Different format settings can be chosen either before or after the text is entered. The procedure shown above can be used to change the other format settings.
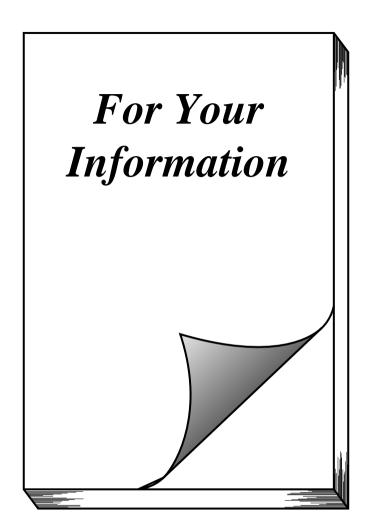
PRINTING THE TEXT

If we want only one copy of the text, we could just press Ⓟrint (Mirror) to print it. However, let's assume that we have three letters onto which we wish to attach address labels. Therefore, we need to print three copies of the same text.

To print three copies of the label:

⓱ Hold down ⓒode and press Ⓘᵢ (Repeat) once.

```
COPIES
UNTIL    1-9?
```
Length
Undl/Frm
Wide

⓲ Press #₃ (Width).

```
COPIES
UNTIL       3
```
Length
Undl/Frm
Wide

⓳ Press ⟨↵⟩. The number of each copy is displayed while it is being printed.

```
              A   A    A    A    A  A
         ┌──────────────────────────┐
         │  C O P I E S             │  Length
         │       1 / 3            ■  │  Undl/Frm
         └──────────────────────────┘
           A   A   A   A   ◁          Wide
```

```
   A   A    A    A    A  A                              A   A    A    A    A  A
┌──────────────────────────┐                        ┌──────────────────────────┐
│  C O P I E S             │  Length                │  C O P I E S             │  Length
│       2 / 3            ■  │  Undl/Frm    ⟶       │       3 / 3            ■  │  Undl/Frm
└──────────────────────────┘                        └──────────────────────────┘
  A   A   A   A   ◁          Wide                      A   A   A   A   ◁          Wide
```

⓴ After the tape is automaticcally cut off, use scissors to cut along the cutting guide and separate the labels.

Bill Reynolds	Bill Reynolds	Bill Reynolds
ABC Transport	ABC Transport	ABC Transport
29 South Main St.	29 South Main St.	29 South Main St.
Los Angeles, CA 88888	Los Angeles, CA 88888	Los Angeles, CA 88888
012 345-6789	012 345-6789	012 345-6789

✂   ✂   ✂

With these examples, we have covered many of the basic features of your P-touch so that you can begin creating your own customized labels. If you have any questions about any of the functions or keys, refer to the appropriate explanation in the following section.

For Your Information

POWER KEY

The power key ((On/Off)) is located in the top right-hand corner of the keyboard. If batteries have been installed or the machine has been plugged in using the optional AC adaptor, the previous session's information is displayed when the machine is turned on. This feature allows you to stop work on a label, turn off the machine, and return to it later without having to re-enter the text.

The machine will automatically turn off if no key is pressed within 5 minutes. The machine's internal memory stores the current session's information and displays it when you turn on the machine again.

To turn on the machine:

● Press (On/Off). The previous session's information appears in the LCD display.

To turn off the machine:

● Press (On/Off). The current session's information is stored in the internal memory.

CURSOR KEYS

The machine's LCD display shows two rows of 11 characters; however, the text that you create can be up to 99 characters long. You can review and edit your text by using the cursor keys to move the cursor so that different parts are shown in the display.

LEFT CURSOR KEY

To move the cursor one character to the left:

● Press ◄◄ once.

To move the cursor several characters to the left:

● Hold down ◄◄ until the cursor moves to the desired position.

To move the cursor to the beginning of the current line:

● Hold down (Code) and press ◄◄ .

RIGHT CURSOR KEY

To move the cursor one character to the right:

● Press ►► once.

To move the cursor several characters to the right:

● Hold down ►► until the cursor moves to the desired position.

To move the cursor to the end of the current line:

● Hold down (Code) and press ►► .

UP CURSOR KEY

To move the cursor up to the previous line:

● Press $\underset{\blacktriangle}{\text{Home}}$ once.

☞ *If the cursor is in the first line of text, it will move to the beginning of the line.*

To move the cursor up several lines:

● Hold down $\underset{\blacktriangle}{\text{Home}}$ until the cursor moves to the desired position.

To move the cursor to the beginning of the entire text:

● Hold down $\boxed{\text{Code}}$ and press $\underset{\blacktriangle}{\text{Home}}$.

DOWN CURSOR KEY

To move the cursor down to the following line:

● Press $\underset{\text{End}}{\blacktriangledown}$ once.

☞ *If the cursor is in the last line of text, it will move to the end of the line.*

To move the cursor down several lines:

● Hold down $\underset{\text{End}}{\blacktriangledown}$ until the cursor moves to the desired position.

To move the cursor to the end of the entire text:

● Hold down $\boxed{\text{Code}}$ and press $\underset{\text{End}}{\blacktriangledown}$.

CODE, ALT & SHIFT KEYS
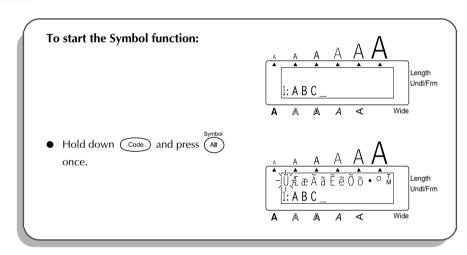
Most characters can be entered simply by pressing their keys. However, to use special functions or to enter capital letters, accented characters and some symbols, the following special keys are necessary.

CODE KEY

To use a function printed above a key:

● Hold down ⬭Code⬭ and press the key immediately below the desired function.

EXAMPLE

To start the Symbol function:

1: A B C _

Length
Undl/Frm

Wide

● Hold down ⬭Code⬭ and press ⬭Alt⬭ (Symbol) once.

1: A B C _

Length
Undl/Frm

Wide
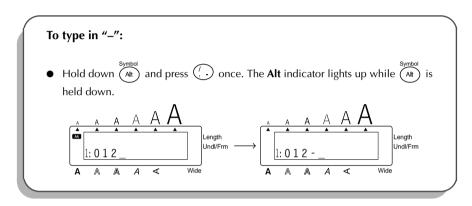
ALT KEY

To type in characters printed in color on the right-hand side of the keys:

● Hold down $\overset{\text{Symbol}}{(\text{Alt})}$ and press the key of the desired character written in color. The **Alt** indicator on the left side of the display lights up while $\overset{\text{Symbol}}{(\text{Alt})}$ is held down.

EXAMPLE

To type in "–":

● Hold down $\overset{\text{Symbol}}{(\text{Alt})}$ and press $(/\ .)$ once. The **Alt** indicator lights up while $\overset{\text{Symbol}}{(\text{Alt})}$ is held down.
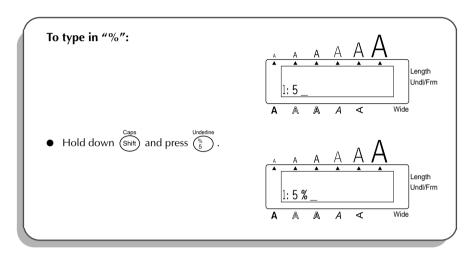
SHIFT KEY

To type in a capital letter or a symbol printed in the top left-hand corner of a key:

● Hold down (Shift)^Caps and press the key of the desired letter or symbol.

EXAMPLE

To type in "%":

A   A   A   A   A   A
Length
Undl/Frm
1: 5 _
A   A   A   A   ◁   Wide

● Hold down (Shift)^Caps and press (5)^Underline .
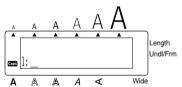
A   A   A   A   A   A
Length
Undl/Frm
1: 5 % _
A   A   A   A   ◁   Wide

The **Caps** mode is similar to holding down (Shift)^Caps . It allows you to type capital letters continuously.

To type in many capital letters:

❶ Hold down (Code) and press (Shift)^Caps . The **Caps** indicator on the left side of the display lights up.

A   A   A   A   A   A
Length
Undl/Frm
Caps 1: _
A   A   A   A   ◁   Wide

❷ Press the keys of the desired letters or symbols.

❸ To exit **Caps** mode, hold down (Code) and press (Shift)^Caps . The **Caps** indicator goes off.
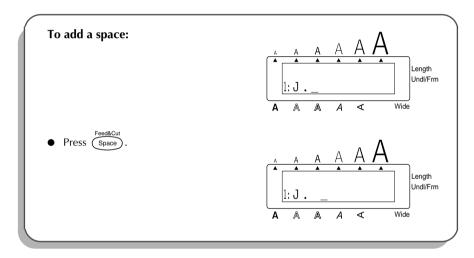
SPACE KEY

The **Space** key (Feed&Cut Space) lets you add blank spaces between characters in your text. It is different from the right cursor key (▶▶), which just moves the cursor without adding blank spaces.

To add a space:

● Press Feed&Cut Space .

EXAMPLE

To add a space:

1: J . _

Length
Undl/Frm
Wide

● Press Feed&Cut Space .

1: J . _

Length
Undl/Frm
Wide

RETURN KEY

Like on a typewriter or word processor, this machine's return key (⏎) is used to end a line of text and start another one. When you have finished entering one line, press the return key to make a new line and move the cursor to it.

☞ *A single block can only contain a maximum of five text lines. If you press ⏎ when the cursor is located in the fifth line, the error message "5 LINE LIMIT!" will appear.*

Tape widths	Maximum number of lines that can be printed
1/4" (6 mm)	1
3/8" (9 mm)	2
1/2" (12 mm)	3
3/4" (18 mm)	5
1" (24 mm)	5

The return key can also be used to select an item from a list (e.g., add a symbol or accented character to the text) or to apply a selected setting.

Some questions asking you to confirm a command may appear on the LCD display, especially when the function that you have chosen will delete or affect files. In these cases, pressing

⏎ is like answering "yes".

☞ *To answer "no", press* (Del). *Refer to* DELETE KEY *on page 36.*

To add a new line:

● Press ⏎ . The return mark (↵) appears to indicate the end of the line.

To select an item from a list:

● Press ⏎ .

To answer "yes":

● Press ⏎ .

TAB FUNCTION

This function allows you to separate sections of a line of text by adding tabs. This enables you to create perfectly aligned columns without having to type in several spaces. All tabs have the same length and are measured from either the beginning of the line or the previous tab if there is more than one. The tab length can be set between 0.0" and 11.8" (0.0 and 30.0 cm).

☞ *The text can contain no more than 50 tabs. If 50 tabs have already been added to the text when* (Q) *Tab is pressed, the error message "TAB LIMIT!" appears.*

Part No.	Product	Price
Printer	8667	$300
Fax	122960	$75

To set the tab length:

❶ Hold down (Code) and press (W) Tab Length once. The current tab length is displayed.

❷ Press Home ▲ or ▼ End until the desired length is displayed or use the number keys to type in the length.

☞ *To change the units (inches or centimeters) used to display the tab lengths, press* (M ñ) *until the desired units are displayed.*

❸ Press (↵) .

To add a tab:
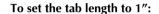
● Hold down (Code) and press (Q) Tab once. The tab mark (**T**) appears in the text to indicate the position of the tab.

☞ *If the text in front of a tab extends past the point where the next section of text should start, the text will instead start at the following tab position.*
For example, if the tab length is set to 2" and the following text is typed in:

1: A B C **T** D E F **T** G H I ↵
2: J K L M N O P Q R S T **T** U
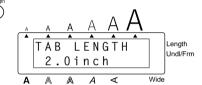
the label shown below will be printed
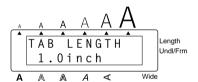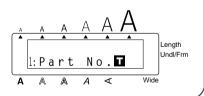
```
A B C           D E F           G H I
J K L M N O P Q R S T           U
```

◄─►◄─────►◄─►◄─────────────────►   ◄─►
Margin Tab (2 inch)   Tab (2 inch)   Margin

EXAMPLE

To set the tab length to 1″:

❶ Hold down (Code) and press (W) Tab Length
once.

A A A A A A
```
T A B   L E N G T H
2 . 0 i n c h
```
Length
Undl/Frm

A A A A ◁   Wide

❷ Press (▼ End) until **1.0** is displayed.

A A A A A A
```
T A B   L E N G T H
1 . 0 i n c h
```
Length
Undl/Frm

A A A A ◁   Wide

❸ Press (↵).

To add a tab:

● Hold down (Code) and press (Q) Tab
once.

A A A A A A
```
1 : P a r t   N o . ▉
```
Length
Undl/Frm

A A A A ◁   Wide

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DELETE KEY

The delete key (Clear _{Del}) allows you to remove characters to the left of the cursor's current position. It differs from the left cursor key (◄◄), which only moves the cursor without deleting any characters.

The delete key can also be used to quit most functions and return to the previous display without changing the text.

Some questions asking you to confirm a command may appear on the LCD display, especially when the function that you have chosen will delete or affect files. In these cases, pressing Clear _{Del} is like answering "no".

☞ *To answer "yes", press* ↵ . *Refer to* RETURN KEY *on page 33.*

To delete one character:

❶ Press ◄◄ , ►► , Home or End to position the cursor below the character immediately to the right of the character that you wish to delete.

❷ Press Clear _{Del} once.

To delete a sequence of characters:

❶ Press ◄◄ , ►► , Home or End to position the cursor below the character immediately to the right of the last character that you wish to delete.

❷ Hold down Clear _{Del} until all of the characters that you wish to delete are deleted.

To quit a function without changing your text:

● Press Clear _{Del} to return to your text.

To answer "no":
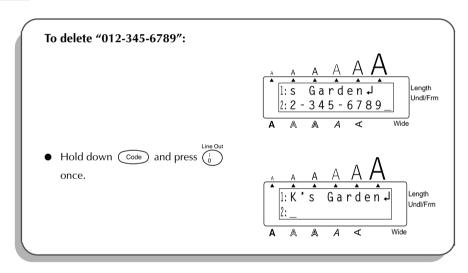
● Press Clear _{Del} .

LINE OUT FUNCTION

With the **Line Out** function, you can easily remove an entire line of text.

To delete a line of text:

❶ Press ⬿, ⤳, Home or End to position the cursor within the line of text that you wish to delete.

❷ Hold down (Code) and press ◯ (Line Out) once.

☞ *Each time* ◯ (Line Out) *is pressed while* (Code) *is held down, one line of text is deleted.*

EXAMPLE

To delete "012-345-6789":

```
1:s  Garden↵
2:2-345-6789_
```
Length
Undl/Frm
Wide

● Hold down (Code) and press ◯ (Line Out) once.

```
1:K's  Garden↵
2:_
```
Length
Undl/Frm
Wide
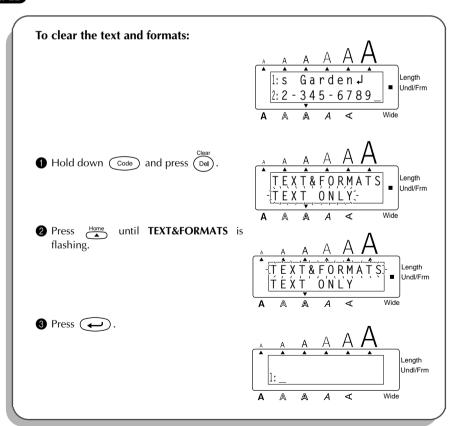
CLEAR FUNCTION

When clearing the display before entering new text, the **Clear** function can be used to choose whether all of the text is erased and all format functions (**Font**, **Size**, **Width**, **Style**, **Underline**, **Frame**, **Tape margin**, **Alignment**, **Tab length**, **Mirror printing**, and **Length**) are returned to their default settings, or whether just the text is erased.
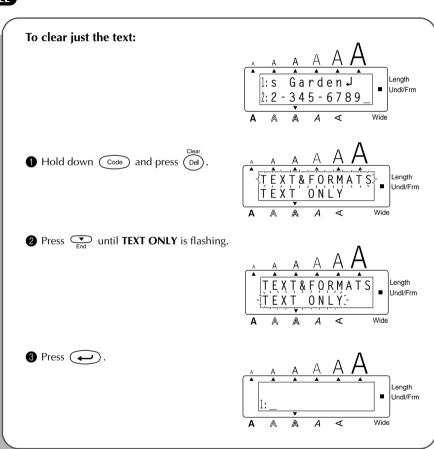
To delete all of the text and return all formats to their default settings:

❶ Hold down (Code) and press (Del)^{Clear}.

❷ Press $\frac{Home}{▲}$ or $\frac{▼}{End}$ until **TEXT&FORMATS** is selected (flashing).

☞ *To return to the text without erasing anything, press* (Del)^{Clear} *.*

❸ Press (↵).

EXAMPLE

To clear the text and formats:

A A A A A A

1:s Garden↵
2:2-345-6789_

Length
Undl/Frm
A A A A ◁   Wide

❶ Hold down (Code) and press (Del)^{Clear}.

A A A A A A

TEXT&FORMATS
TEXT ONLY

Length
Undl/Frm
A A A A ◁   Wide

❷ Press $\frac{Home}{▲}$ until **TEXT&FORMATS** is flashing.

A A A A A A

TEXT&FORMATS
TEXT ONLY

Length
Undl/Frm
A A A A ◁   Wide

❸ Press (↵).

A A A A A A

1:_

Length
Undl/Frm
A A A A ◁   Wide

To delete just the text:

❶ Hold down $\boxed{\text{Code}}$ and press $\boxed{\text{Del}}^{\text{Clear}}$.

❷ Press $\overset{\text{Home}}{\blacktriangle}$ or $\overset{\blacktriangledown}{\text{End}}$ until **TEXT ONLY** is selected (flashing).

☞ *To return to the text without erasing anything, press* $\boxed{\text{Del}}^{\text{Clear}}$.

❸ Press $\boxed{\leftarrow}$.

EXAMPLE

To clear just the text:

A A A A A A

1:s Garden↵
2:2-345-6789_

Length
Undl/Frm

A A A A ◁ Wide

❶ Hold down $\boxed{\text{Code}}$ and press $\boxed{\text{Del}}^{\text{Clear}}$.

A A A A A A

TEXT&FORMATS
TEXT ONLY

Length
Undl/Frm

A A A A ◁ Wide

❷ Press $\overset{\blacktriangledown}{\text{End}}$ until **TEXT ONLY** is flashing.

A A A A A A

TEXT&FORMATS
TEXT ONLY

Length
Undl/Frm

A A A A ◁ Wide

❸ Press $\boxed{\leftarrow}$.

A A A A A A

1:_

Length
Undl/Frm

A A A A ◁ Wide

ACCENT FUNCTION

The **Accent** function can also be used to add accented characters to your text. Many of these characters can also be typed in using the **Symbol** function.

The accented characters are grouped according to the capital or small letter that they are combined with. The following accented characters are available:

Letters	Accented characters	Letters	Accented characters
a	à á ä â ã æ	I	Í Ï Î
A	À Á Ä Â Ã Æ	n	ñ
c	ç	N	Ñ
C	Ç	o	ó ö ô õ
e	è é ë ê ẽ	O	Ó Ö Ô Õ
E	È É Ë Ê Ẽ	u	ù ú ü û
i	í ï î	U	Ù Ú Ü Û
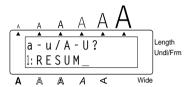
To type in an accented character:

❶ Hold down $\fbox{Code}$ and press $\overset{\text{Accent}}{\fbox{A}}$. The message "a – u / A – U?" appears on the display.

❷ Press the key of the letter in the desired accented character.

☞ *To type a capital letter, hold down $\overset{\text{Caps}}{\fbox{Shift}}$ (or hold down $\fbox{Code}$ and press $\overset{\text{Caps}}{\fbox{Shift}}$) to turn on **Caps** mode) before pressing the letter key.*

❸ Press $\overset{\text{◁◁}}{\fbox{◀}}$ or $\overset{\text{▷▷}}{\fbox{▶}}$ until the desired accented character flashes.

❹ Press $\fbox{←}$. The letter and the accent flash alternately in the text.

☞ *To type in a series of accented characters, hold down $\fbox{Code}$ before pressing $\fbox{←}$. Then, continue adding accented characters by selecting them as explained in steps ❷ and ❸, and holding down $\fbox{Code}$ while pressing $\fbox{←}$. Press just $\fbox{←}$ after selecting the last character in the series.*
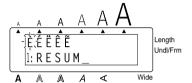
To add the accented character "É":

❶ Hold down (Code) and press (A).
Accent

```
A    A    A    A   A   A
a - u / A - U ?          Length
1: R E S U M _           Undl/Frm
A    A    A    A    ◁    Wide
```
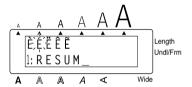
❷ Hold down (Shift) and press (E).
Caps Tape

```
A    A    A    A   A   A
È É Ë Ê Ẽ                Length
1: R E S U M _           Undl/Frm
A    A    A    A    ◁    Wide
```

❸ Press ⏭ until **É** flashes.

```
A    A    A    A   A   A
È É Ë Ê Ẽ                Length
1: R E S U M _           Undl/Frm
A    A    A    A    ◁    Wide
```

❹ Press (↵).

```
A    A    A    A   A   A

1: R E S U M É _         Length
                        Undl/Frm
A    A    A    A    ◁    Wide
```
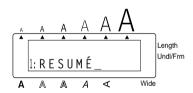
SYMBOL FUNCTION

In addition to the letters, symbols and numerals on the key tops, there are 53 additional marks available with the **Symbol** function.

The following symbols are available:

Group	Symbol											
1	Ü	Æ	æ	Ã	ã	Ẽ	ẽ	Õ	õ	•	°	™
2	+	×	÷	=	§	^{2}	^{3}	$_2$	$_3$	$_4$	[	]
3	⬆	⬇	➡	⬅	☞	☜	®	©	☎	💾	📟	☠
4	☻	⚑	♨	♿	⚘	🎬	🍴	🌐	⌦	⊞	♻	🎿
5	🎅	🍷	♪	♥	★							

To type in a symbol:

❶ Hold down Code and press Alt ᴬᵉˢⁱᵐᵇᵒˡ. A row of symbols appear in the display.

❷ Press Home or End to display different rows of symbols and press ◄◄ or ►► until the desired symbol flashes.

❸ Press ↵. The symbol appears in the text.

☞ *To type in a series of symbols, hold down Code before pressing ↵. Then, continue adding symbols by selecting them as explained in steps ❷ and ❸, and holding down Code while pressing ↵. Press just ↵ after selecting the last symbol in the series.*

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To add the symbol "☠":

❶ Hold down ⬭Code⬭ and press ⬭Alt⬭ (Symbol).

Ü Æ æ Ã ã Ẽ ẽ Õ õ • ° ™

1: D A N G E R _

Length
Undl/Frm
Wide

❷ Press ⬭Home⬭ or ⬭End⬭ until the row containing "☠" appears, then press ◁◁ or ▷▷ until "☠" flashes.

↑ ↓ → ← ☞ ☎ ® © ☎ 💾 📠 ☠

1: D A N G E R _

Length
Undl/Frm
Wide

❸ Press ⬭↵⬭.

1: D A N G E R ☠ _

Length
Undl/Frm
Wide

AUTO FORMAT FUNCTION

With the **Auto Format** function, you can select from a variety of preset formats perfect for your specific need. This function automatically adjusts the label length, tape margins and holizontal alignment without changing the text or any other formats, allowing you to create labels faster and easier.

The following preset formats are available:

Auto Format setting	Label length setting	Tape margin setting	Horizontal alignment setting
DEFAULT	OFF	FULL	LEFT
3.5"FLOPPY	2.8" (7.0 cm)	NONE	CENTER
5"FLOPPY	4.8" (12.2 cm)	NONE	CENTER
VHS SPINE	5.5" (14.0 cm)	NONE	CENTER
VHS	3.0" (7.7 cm)	NONE	CENTER
VCR8mm CASE	3.6" (9.2 cm)	NONE	CENTER
VCR8mm	2.9" (7.3 cm)	NONE	CENTER
VHS-C SPINE	1.8" (4.5 cm)	NONE	CENTER
VHS-C	2.3" (5.8 cm)	NONE	CENTER
AUDIO	3.5" (8.9 cm)	NONE	CENTER
DAT CASSETTE	2.2" (5.6 cm)	NONE	CENTER
MINI DISK	2.0" (5.2 cm)	NONE	CENTER
ORGANIZER L	3.2" (8.2 cm)	NONE	CENTER
ORGANIZER S	2.6" (6.5 cm)	NONE	CENTER
FILE LONG	7.2" (18.3 cm)	NONE	CENTER
FILE SHORT	3.7" (9.4 cm)	NONE	CENTER

To select a preset format:

❶ Hold down ⓒode and press Ⓨ (A.Format) once. The currently selected setting appears in the display.

❷ Press Home▲ or ▼End to select the desired setting.

☞ *To return to default settings, press Space (Feed&Cut).*

❸ Press ⏎ to apply the selected setting.

☞ *The **Length** indicator lights up if any setting other than **DEFAULT** is selected.*

To select the AUDIO setting:

❶ Hold down `Code` and press `Y` (A.Format).

```
A   A   A   A   A   A
F O R M A T   T Y P E ?
D E F A U L T
A   A   A   A   ◁
```
Length
Undl/Frm
Wide

❷ Press `Home ▲` or `▼ End` until the **AUDIO** setting is displayed.

```
A   A   A   A   A   A
F O R M A T   T Y P E ?
A U D I O
A   A   A   A   ◁
```
Length
Undl/Frm
Wide
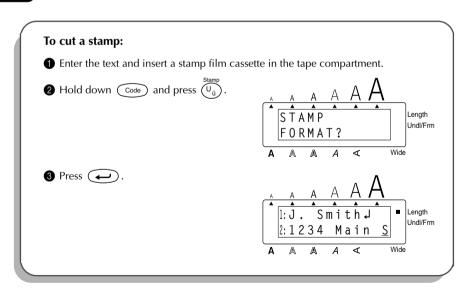
❸ Press `←`.

STAMP FUNCTION

The **Stamp** function allows you to quickly and easily create your own stamp stencil films for customized stamps. After inserting a stamp film cassette, select this function to automatically center the text and adjust the tape length and margins to a perfect format for the pre-inked stamp film holders. Since the stamp holder is reusable, just make a new stamp stencil film and replace the one in the holder.

To make a stamp:
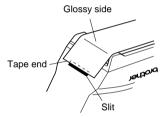
❶ Type in the text, and then insert a medium (3/4" (18-mm)-wide) or large (1" (24-mm)-wide) stamp film cassette.

❷ Hold down ⌷Code⌷ and press (Uü) once. The message "STAMP FORMAT?" appears in the display.

❸ Press (↵). The text is automatically formatted for the installed stamp: centered within the preset message area with the tape length and margins automatically adjusted.

❹ Press (Print) to cut the text out of the stamp stencil film.

❺ After the stamp stencil film is cut off, remove the backing paper from the stamp stencil film and affix it to the ink pad of a stamp film holder.

EXAMPLE

To cut a stamp:

❶ Enter the text and insert a stamp film cassette in the tape compartment.

❷ Hold down ⌷Code⌷ and press (Uü).

```
STAMP
FORMAT?
```
Length
Undl/Frm
Wide

❸ Press (↵).

```
1:J. Smith↵
2:1234 Main S
```
Length
Undl/Frm
Wide

❹ Press $\overset{\text{Mirror}}{\text{Print}}$ to engrave the stamp stencil film, and then automatically cut off.

```
              A   A   A   A  A   A
            ▲   ▲   ▲   ▲   ▲   ▲
            C O P I E S              ■   Length
                  1 / 1                  Undl/Frm
            ▲   ▲   ▲   ▲   ▲
            A   A   A   A   ◁          Wide
```

To affix a stamp:
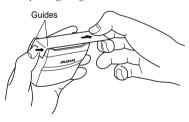
❺ Remove the stamp frame from around the stamp film holder ink pad, one side at a time, then remove the protective seal covering the ink pad and the backing paper from the stamp stencil film.

❻ With the glossy side of the stamp stencil film upward, align one of its ends with the slit on the side of the stamp film holder.

Glossy side

Tape end

Slit
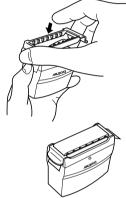
❼ Hold the end of the stamp stencil film in place with your thumb, then pass the tape through the guides while pulling it tight.

Guides

8 Fold the other end of the stamp stencil film over the other side of the stamp film holder and hold it in place with your finger.

Fold over

9 Fit the stamp frame over the stamp stencil film and push it into place.

0 Insert the stamp film holder straight into its cap.

☞ *Be sure that the stamp is correctly covered in order to prevent ink spills.*

SIZE & WIDTH FUNCTIONS

The character size can be adjusted using both the **Size** and **Width** functions. Since the character size that can be used depends on the width of the tape, the following table shows the character sizes that can be used with each tape width.

Tape widths	Sizes (in points)
1/4" (6 mm)	6, 9, 12
3/8" (9 mm)	6, 9, 12, 18
1/2" (12 mm)	6, 9, 12, 18, 24
3/4" (18 mm)	6, 9, 12, 18, 24, 36
1" (24 mm)	6, 9, 12, 18, 24, 36

The default size setting is **AUTO** and the default width setting is **OFF**. The currently selected size setting is always shown by the indicators above the display. All of the size indicators light up when the **AUTO** setting is selected. In addition, when the **ON** width setting is selected, the **Wide** indicator lights up.
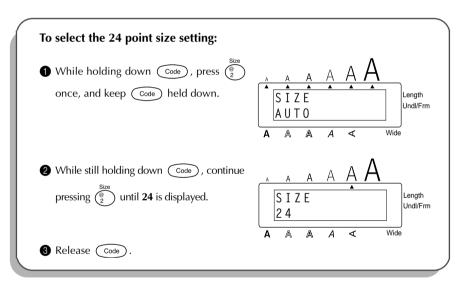
With the **AUTO** size setting, the machine compares your text with the width of the installed tape and automatically adjusts the characters to the largest possible size. However, six other point sizes are also available and each can be printed in wide characters.

Size setting (in points)	Width function OFF	Width function ON
6	ABC	ABC
9	ABC	ABC
12	ABC	ABC
18	ABC	ABC

Size setting (in points)	Width function OFF	Width function ON
24	ABC	ABC
36	ABC	ABC
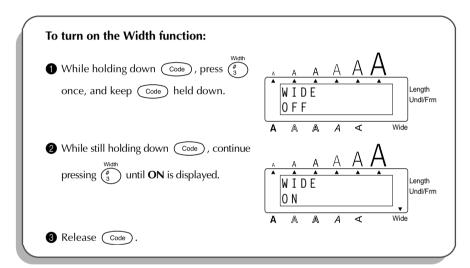
To change the size setting:

❶ While holding down ⓒode, press ⓐ/2 (Size) once, and keep ⓒode held down to display the current size setting.

❷ While still holding down ⓒode, continue pressing ⓐ/2 (Size) until the desired size setting is displayed and is shown by the size indicators.

❸ Release ⓒode to apply the selected size setting to the entire text.

☞ *With the **AUTO** setting selected and 3/4″ (18-mm) or 1″ (24-mm)-wide tape installed, text consisting of just one line of only capital letters will be printed with a character size of 48 point.*

EXAMPLE

To select the 24 point size setting:

❶ While holding down ⓒode, press ⓐ/2 (Size) once, and keep ⓒode held down.

```
SIZE
AUTO
```
Length
Undl/Frm
Wide

❷ While still holding down ⓒode, continue pressing ⓐ/2 (Size) until **24** is displayed.

```
SIZE
24
```
Length
Undl/Frm
Wide

❸ Release ⓒode.

To turn on or off the Width function:

❶ While holding down $\boxed{\text{Code}}$, press $\overset{\text{Width}}{\overset{}{\boxed{\underset{3}{\#}}}}$ once, and keep $\boxed{\text{Code}}$ held down to display the current width setting.

❷ While still holding down $\boxed{\text{Code}}$, continue pressing $\overset{\text{Width}}{\overset{}{\boxed{\underset{3}{\#}}}}$ until the desired width setting is displayed.

☞ *The **Wide** indicator lights up when the **ON** setting is selected.*

❸ Release $\boxed{\text{Code}}$ to apply the selected width setting to the entire text.

EXAMPLE

To turn on the Width function:

❶ While holding down $\boxed{\text{Code}}$, press $\overset{\text{Width}}{\overset{}{\boxed{\underset{3}{\#}}}}$
once, and keep $\boxed{\text{Code}}$ held down.

WIDE
OFF

❷ While still holding down $\boxed{\text{Code}}$, continue
pressing $\overset{\text{Width}}{\overset{}{\boxed{\underset{3}{\#}}}}$ until **ON** is displayed.

WIDE
ON

❸ Release $\boxed{\text{Code}}$.

STYLE FUNCTION

You can choose from nine different character styles to apply to your text.

☞ *Characters printed using the smaller sizes may be difficult to read if certain style settings (e.g., I+SHADOW) are selected.*

The following style settings are available:

NORMAL	I+BOLD (italic & bold)
BOLD	I+OUTLINE (italic & outline)
OUTLINE	I+SHADOW (italic & shadow)
SHADOW	VERTICAL
ITALIC	

The default style setting is **NORMAL**. The style indicator at the bottom right of the display shows the current style setting when any setting other than **NORMAL** is selected.

Refer to *Reference* at the end of this section for samples of the available settings.
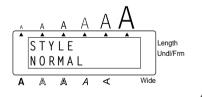
To change the style setting:

❶ While holding down (Code), press (⁵/₄) once, and keep (Code) held down to display the current style setting.

❷ While still holding down (Code), continue pressing (⁵/₄) until the desired style setting is displayed.

☞ *The current style setting is shown by the style indicator at the bottom right of the display.*

❸ Release (Code) to apply the selected style setting to the entire text.

EXAMPLE

To select the I+SHADOW style setting:

❶ While holding down (Code), press (⁵/₄) once, and keep (Code) held down.

STYLE
NORMAL

Length
Undl/Frm

Wide

❷ While still holding down ⬭Code , continue pressing $\overset{\text{Style}}{\underset{4}{\$}}$ until **I+SHADOW** is displayed.

```
A   A   A   A   A  A
▲   ▲   ▲   ▲   ▲  ▲           Length
S T Y L E                      Undl/Frm
I + S H A D O W
▼       ▼
A   A   A   A   ◁              Wide
```

❸ Release ⬭Code .

Font setting	Style setting		
	NORMAL	BOLD	OUTLINE
HELSINKI	abc	abc	abc
BRUSSELS	abc	abc	abc
US	abc	abc	abc
FLORIDA	abc	abc	abc

Font setting	Style setting		
	SHADOW	ITALIC	I+BOLD
HELSINKI	abc	*abc*	*abc*
BRUSSELS	abc	*abc*	*abc*
US	abc	*a b c*	*a b c*
FLORIDA	abc	***a b c***	***a b c***

Font setting	Style setting		
	I+OUTLINE	I+SHADOW	VERTICAL
HELSINKI	abc	abc	a b c
BRUSSELS	abc	abc	a b c
US	abc	abc	a b c
FLORIDA	abc	abc	a b c

UNDERLINE FUNCTION

You can emphasize your text by underlining it.
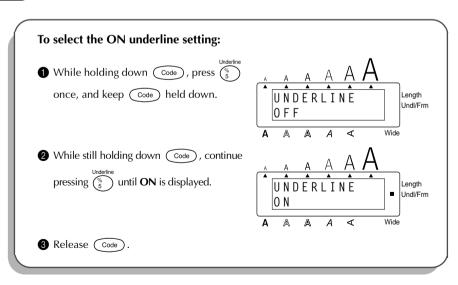
The default underline setting is OFF. When the **Underline** function is set to **ON**, the **Undl/Frm** indicator on the right side of the display lights up.

☞ *If a frame or highlight has already been chosen when the **ON** underline setting is selected, the frame setting changes back to **OFF** and the text is underlined.*

ON $$\underline{ABC}$$

To turn on or off the Underline function:

❶ While holding down $\overline{(\text{Code})}$, press $\overset{\text{Underline}}{\overset{\%}{5}}$ once, and keep $\overline{(\text{Code})}$ held down to display the current underline setting.

❷ While still holding down $\overline{(\text{Code})}$, continue pressing $\overset{\text{Underline}}{\overset{\%}{5}}$ until the desired underline setting is displayed.

☞ *The **Undl/Frm** indicator lights up when the **ON** setting is selected.*

❸ Release $\overline{(\text{Code})}$ to apply the selected underline setting to the entire text.

EXAMPLE

> **To select the ON underline setting:**
>
> ❶ While holding down $\overline{(\text{Code})}$, press $\overset{\text{Underline}}{\overset{\%}{5}}$ once, and keep $\overline{(\text{Code})}$ held down.
>
> ```
> UNDERLINE
> OFF
> ```
> Length
> Undl/Frm
> Wide
>
> ❷ While still holding down $\overline{(\text{Code})}$, continue pressing $\overset{\text{Underline}}{\overset{\%}{5}}$ until **ON** is displayed.
>
> ```
> UNDERLINE
> ON
> ```
> Length
> Undl/Frm ■
> Wide
>
> ❸ Release $\overline{(\text{Code})}$.

FONT FUNCTION

With the **Font** function, you can choose one of four fonts for your text.

The following font settings are available:
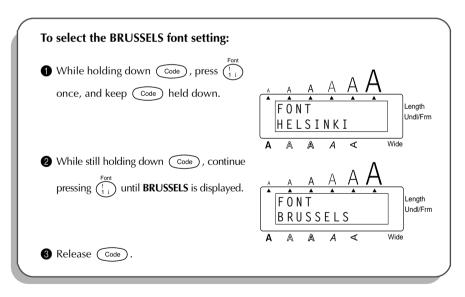
HELSINKI, BRUSSELS, US and FLORIDA

The default font setting is **HELSINKI**.

Refer to *Reference* at the end of this section for samples of the available settings.

To change the font setting:

❶ While holding down ⓒode, press (Font) once, and keep ⓒode held down to display the current font setting.

❷ While still holding down ⓒode, continue pressing (Font) until the desired font setting is displayed.

❸ Release ⓒode to apply the selected font setting to the entire text.

EXAMPLE

To select the BRUSSELS font setting:

❶ While holding down ⓒode, press (Font) once, and keep ⓒode held down.

```
F O N T
H E L S I N K I
```
Length
Undl/Frm
Wide

❷ While still holding down ⓒode, continue pressing (Font) until **BRUSSELS** is displayed.

```
F O N T
B R U S S E L S
```
Length
Undl/Frm
Wide

❸ Release ⓒode.

Font setting	Font sample
HELSINKI	abc
BRUSSELS	abc
US	abc
FLORIDA	abc

FRAME FUNCTION

With the **Frame** function, you can choose from various frames and highlights to design a more decorative or emphasized label.

The following Frame settings are available:

OFF, SQUARE, ROUND, CANDY, POINTING, NAMEPLATE and DOT
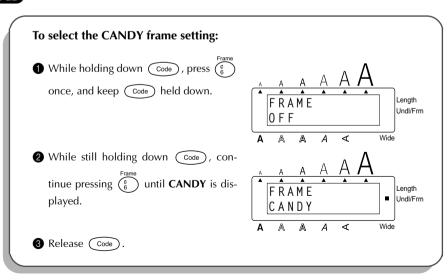
The default frame setting is **OFF**; however, other settings are also available. When any setting other than **OFF** is selected, the **Undl/Frm** indicator on the right side of the display lights up.

☞ *If the **ON** underline setting has already been chosen when a frame or highlight is selected, the underline setting changes back to **OFF** and the text is framed or highlighted.*

Refer to *Reference* at the end of this section for samples of the available settings.

To change the frame setting:

❶ While holding down ⒸCode, press ⒻFrame/¢6 once, and keep ⒸCode held down to display the current frame setting.

❷ While still holding down ⒸCode, continue pressing ⒻFrame/¢6 until the desired frame setting is displayed.

☞ *The **Undl/Frm** indicator lights up when any setting other than **OFF** is selected.*

❸ Release ⒸCode to apply the selected frame setting to the entire text.

EXAMPLE

To select the CANDY frame setting:

❶ While holding down ⒸCode, press ⒻFrame/¢6 once, and keep ⒸCode held down.

```
FRAME
OFF
```
Length
Undl/Frm
Wide

❷ While still holding down ⒸCode, continue pressing ⒻFrame/¢6 until **CANDY** is displayed.

```
FRAME
CANDY
```
Length
■ Undl/Frm
Wide

❸ Release ⒸCode.

Frame setting	Frame sample	Frame setting	Frame sample
OFF	ABC	POINTING	ABC
SQUARE	ABC	NAMEPLATE	ABC
ROUND	ABC	DOT	ABC
CANDY	ABC		

TAPE MARGIN FUNCTION

The **Tape margin** function allows you to adjust the size of the margins on the left and right sides of your text.

The default tape margin setting is **FULL**; however, three other settings are also available.

FULL
(1 1/24" (25 mm margins))

NONE
(1/6" (4 mm margins)

NARROW
(1/3" (8 mm margins))

MEDIUM
(1/2" (12 mm margins))

☞ *After printing using the **NONE**, **NARROW** and **MEDIUM** tape margin settings, and the tape is automatically cut off, use scissors to cut along the cutting guide (:) to center the text within the label.*
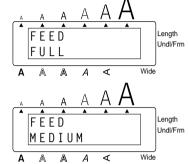
To change the tape margin setting:

❶ While holding down $\boxed{\text{Code}}$, press $\boxed{\text{E}}^{\text{Tape}}$ once, and keep $\boxed{\text{Code}}$ held down to display the current tape margin setting.

❷ While still holding down $\boxed{\text{Code}}$, continue pressing $\boxed{\text{E}}^{\text{Tape}}$ until the desired tape margin setting is displayed.

❸ Release $\boxed{\text{Code}}$ to apply the selected tape margin setting to the entire text.

To select the MEDIUM tape margin setting:

❶ While holding down ⬭Code⬮, press Ⓔ Tape once, and keep ⬭Code⬮ held down.

```
FEED
FULL
```
Length
Undl/Frm
Wide

❷ While still holding down ⬭Code⬮, continue pressing Ⓔ Tape until **MEDIUM** is displayed.

```
FEED
MEDIUM
```
Length
Undl/Frm
Wide

❸ Release ⬭Code⬮.

HORIZONTAL ALIGNMENT FUNCTION
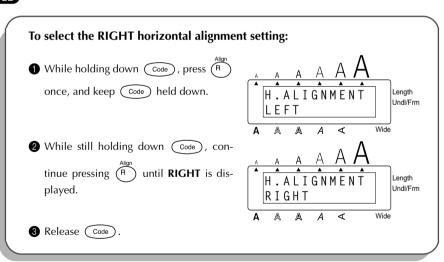
You can choose to align the text in one of three ways. In addition, if the **Length** function was used to set the length of the label, the text will align within the label according to the selected horizontal alignment setting.

Three settings exist, as follws. The default setting is **LEFT**.

LEFT	AB CDE FG	CENTER	AB CDE FG	RIGHT	AB CDE FG

To change the horizontal alignment setting:

❶ While holding down `Code`, press `R` (Align) once, and keep `Code` held down to display the current horizontal alignment setting.

❷ While still holding down `Code`, continue pressing `R` (Align) until the desired horizontal alignment setting is displayed.

❸ Release `Code` to apply the selected horizontal alignment setting to the entire text.

EXAMPLE

> **To select the RIGHT horizontal alignment setting:**
>
> ❶ While holding down `Code`, press `R` (Align) once, and keep `Code` held down.
>
> ```
> H.ALIGNMENT
> LEFT
> ```
> Length
> Undl/Frm
> Wide
>
> ❷ While still holding down `Code`, continue pressing `R` (Align) until **RIGHT** is displayed.
>
> ```
> H.ALIGNMENT
> RIGHT
> ```
> Length
> Undl/Frm
> Wide
>
> ❸ Release `Code`.

MIRROR PRINTING FUNCTION
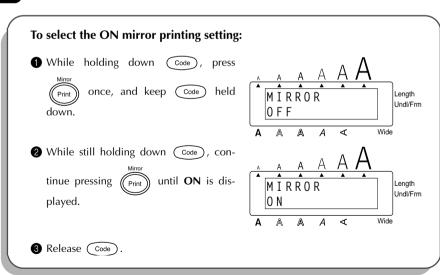
With this function, you can print your text so that the characters can be read from the tape side of the tape. If mirror-printed labels are attached to glass or some other clear material, they can be read correctly from the opposite side.

☞ *When using the **Mirror printing** function, the text should be printed on clear tape.*
The default mirror printing setting is **OFF**.

ON

To turn on or off the mirror printing setting:

❶ While holding down (Code), press (Print)[Mirror] once, and keep (Code) held down to display the current mirror printing setting.

❷ While still holding down (Code), continue pressing (Print)[Mirror] until the desired mirror printing setting is displayed.

❸ Release (Code) to apply the selected mirror printing setting to the entire text.

EXAMPLE

> **To select the ON mirror printing setting:**
>
> ❶ While holding down (Code), press (Print)[Mirror] once, and keep (Code) held down.
>
> ```
> MIRROR
> OFF
> ```
> Length
> Undl/Frm
> Wide
>
> ❷ While still holding down (Code), continue pressing (Print)[Mirror] until **ON** is displayed.
>
> ```
> MIRROR
> ON
> ```
> Length
> Undl/Frm
> Wide
>
> ❸ Release (Code).

LENGTH FUNCTION

Although the length of the printed label automatically adjusts to fit the length of the entered text, there may be times when you will want to make a label with a specific length. The **Length** function allows you to set the label length between 1.6″ and 11.8″ (4.0 cm and 30.0 cm).

The default length setting is **OFF**. When the **Length** function is set to **ON**, the **Length** indicator on the right side of the display lights up.

To turn on or off the Length function:

❶ While holding down (Code), press (T)^Length once, and keep (Code) held down to display the current length of the label (the text and both margins) briefly, then display the current label length setting (**ON** or **OFF**).

❷ While still holding down (Code), continue pressing (T)^Length until the desired label length setting is displayed.

  ☞ *The **Length** indicator lights up when **ON** is selected.*

❸ Release (Code). If **ON** was selected, the current label length setting is displayed.

❹ Press ▲Home or ▼End to select the desired length or use the number keys to enter the length.

  ☞ *To change the units (inches or centimeters) used to display the label length, press*

   (M ñ) *until the desired units are displayed.*
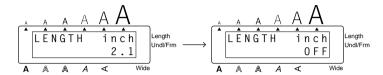
   To change the length in 1″ (1.0-cm)-steps, hold down either ▲Home or ▼End, and then release the key when the desired setting is displayed.

❺ Press (↵).

To select a label length of 5":

❶ While holding down $\boxed{\text{Code}}$, press $\overset{\text{Length}}{\boxed{\text{T}}}$ once, and keep $\boxed{\text{Code}}$ held down.

```
LENGTH   inch
          2.1
```
Length
Undl/Frm
Wide

$\longrightarrow$

```
LENGTH   inch
          OFF
```
Length
Undl/Frm
Wide

❷ While still holding down $\boxed{\text{Code}}$, continue pressing $\overset{\text{Length}}{\boxed{\text{T}}}$ until **ON** is displayed.

```
LENGTH   inch ▪
           ON
```
Length
Undl/Frm
Wide

❸ Release $\boxed{\text{Code}}$.

```
LENGTH   inch ▪
          3.9
```
Length
Undl/Frm
Wide

❹ Press $\overset{\text{Home}}{\boxed{\blacktriangle}}$ until **5.0** is displayed.

```
LENGTH   inch ▪
          5.0
```
Length
Undl/Frm
Wide

❺ Press $\boxed{\longleftarrow}$.

AUTO CUT FUNCTION

The **Auto cut** function allows you to set whether or not the machine will automatically cut off a label after it is printed or each set of labels printed with the **Numbering** or **Repeat printing** functions. Turn on the **Auto cut** function before starting to print in order to cut off the labels automatically after printing them.

To turn on or off the Auto cut function:

☞ *After printing a label with the **Auto cut** function turned off, hold down* ⬭Code⬭ *and press*
Feed&Cut
⬭Space⬭ *once to feed the tape, then cut it.*

❶ While holding down ⬭Code⬭, press (Z) once, and keep ⬭Code⬭ held down to display the current auto cut setting.

❷ While still holding down ⬭Code⬭, continue pressing (Z) until the desired auto cut setting is displayed.

❸ Release ⬭Code⬭ to apply the selected auto cut setting.

EXAMPLE

> **To turn on the Auto cut function:**
>
> ❶ While holding down ⬭Code⬭, press (Z) once, and keep ⬭Code⬭ held down.
>
> ```
> A U T O   C U T
> O F F
> ```
> Length
> Undl/Frm
> Wide
>
> ❷ While still holding down ⬭Code⬭, continue pressing (Z) until **ON** is displayed.
>
> ```
> A U T O   C U T
> O N
> ```
> Length
> Undl/Frm
> Wide
>
> ❸ Release ⬭Code⬭.

PRINT KEY

After you have entered your text and chosen the desired format settings, you are ready to print.

☞ *If the **Auto cut** function is set to **ON**, the label will automatically be cut off after it is printed.*
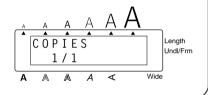
To print a label:

● Press (Print) once. The message "COPIES" followed by the number of the label being printed is displayed.

EXAMPLE

To print a label and cut it off:

● Press (Print) once.

```
A   A   A   A   A  A
  ┌──────────────────┐  Length
  │ C O P I E S       │  Undl/Frm
  │    1 / 1          │
  └──────────────────┘
  A   A   A   A  ◁      Wide
```

FEED & CUT FUNCTION

The **Feed & Cut** function is used to feed out 1 1/24" (25 mm) of tape and automatically cut it off, for example after printing with the **Auto cut** function set to **OFF** or when printing has been interrupted.

To feed and cut off 1 1/24" (25 mm) of tape:

● Hold down (Code) and press (Space) once. 1 1/24" (25 mm) of tape is fed out and cut off.
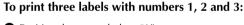
NUMBERING FUNCTION

This function can be used to print many copies of the same text while increasing a certain number in the text by 1 after each label is printed.

To use the Numbering function:

❶ Press $\overset{\triangleleft\triangleleft}{\blacktriangleleft}$, $\overset{\triangleright\triangleright}{\blacktriangleright}$, $\overset{\text{Home}}{\blacktriangle}$ or $\overset{\blacktriangledown}{\text{End}}$ to position the cursor below the number that you wish to increase.

❷ Hold down ⌨ Code and press $\overset{\text{Number}}{(\text{O}_6)}$. The message "NUMBER UNTIL 1–9?" appears in the display.

❸ Press the number key ($\overset{\text{Font}}{(\overset{!}{1})}$ to $\overset{\text{M.Del}}{(\overset{(}{9})}$) of the last number that is to be printed.

☞ *To cancel the **Numbering**, hold down* ⌨ Code *and press* $\overset{\text{Number}}{(\text{O}_6)}$ *(or press just* $\overset{\text{Clear}}{(\text{Del})}$ *).*

❹ Press $\overset{\text{Mirror}}{(\text{Print})}$ (or $(\leftarrow\!\!\!\rfloor)$) to begin printing the labels. The number of each copy is displayed while it is being printed.

❺ After the tape is automatically cut off, use scissors to cut along the cutting guide and separate the labels.

EXAMPLE

To print three labels with numbers 1, 2 and 3:

❶ Position the cursor below "1".

```
1:STUDIO 1
```
Length
Undl/Frm
Wide

❷ Hold down ⌨ Code and press $\overset{\text{Number}}{(\text{O}_6)}$.

```
NUMBER
UNTIL    1-9?
```
Length
Undl/Frm
Wide

---

❸ Press (# / 3).

Width

```
N U M B E R
U N T I L          3
```
Length
Undl/Frm
Wide

❹ Press (Print) (or ↵).

Mirror

```
C O P I E S
   1 / 3
```
Length
Undl/Frm
Wide

→

```
C O P I E S
   2 / 3
```
Length
Undl/Frm
Wide

```
C O P I E S
   3 / 3
```
Length
Undl/Frm
Wide

❺ After the tape is automatically cut off, use scissors to cut along the cutting guide and separate the labels.

| : | STUDIO 1 | : | STUDIO 2 | : | STUDIO 3 |

✂   ✂   ✂
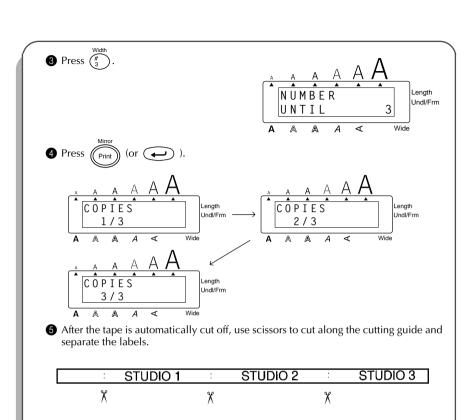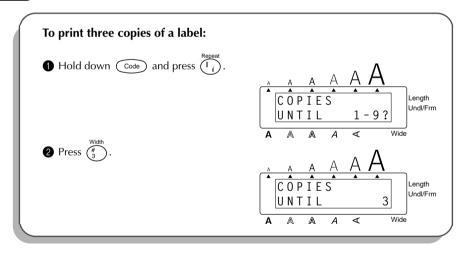
REPEAT PRINTING FUNCTION
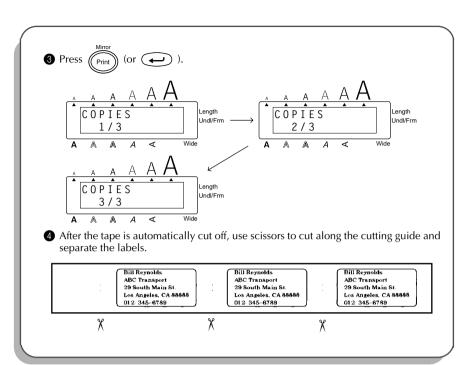
This function allows you to print up to 9 copies of the same text.

To use the Repeat printing function:

❶ Hold down <code>Code</code> and press ^{Repeat}(I). The message "COPIES UNTIL 1–9?" appears in the display.

❷ Press the number key (^{Font}(1) to ^{M.Del}(9)) of the number of labels that you want.

☞ *To cancel the **Repeat printing**, hold down <code>Code</code> and press (I) (or press just ^{Clear}(Del)).*

❸ Press ^{Mirror}(Print) (or (↵)) to begin printing the labels. The number of each copy is displayed while it is being printed.

❹ After the tape is automatically cut off, use scissors to cut along the cutting guide and separate the labels.

EXAMPLE

To print three copies of a label:

❶ Hold down <code>Code</code> and press ^{Repeat}(I).

```
C O P I E S
U N T I L       1 - 9 ?
```
Length
Undl/Frm
Wide

❷ Press ^{Width}(#/3).

```
C O P I E S
U N T I L               3
```
Length
Undl/Frm
Wide

❸ Press ⓟⓇⒾⓃⓉ (Mirror/Print) (or ⏎).

```
    A   A   A   A  A  A            Length
  ┌─────────────────────┐          Undl/Frm
  │ C O P I E S         │
  │    1 / 3            │
  └─────────────────────┘
   A    A    A    A   ◁   Wide
```

→

```
    A   A   A   A  A  A            Length
  ┌─────────────────────┐          Undl/Frm
  │ C O P I E S         │
  │    2 / 3            │
  └─────────────────────┘
   A    A    A    A   ◁   Wide
```

```
    A   A   A   A  A  A            Length
  ┌─────────────────────┐          Undl/Frm
  │ C O P I E S         │
  │    3 / 3            │
  └─────────────────────┘
   A    A    A    A   ◁   Wide
```

❹ After the tape is automatically cut off, use scissors to cut along the cutting guide and separate the labels.

```
┌──────────────────────────────────────────────────────────────────────────┐
│  ┌─────────────────────┐  ┌─────────────────────┐  ┌─────────────────────┐ │
│  │ Bill Reynolds       │  │ Bill Reynolds       │  │ Bill Reynolds       │ │
│  │ ABC Transport       │  │ ABC Transport       │  │ ABC Transport       │ │
│  │ 29 South Main St.   │  │ 29 South Main St.   │  │ 29 South Main St.   │ │
│  │ Los Angeles, CA 88888│ │ Los Angeles, CA 88888│ │ Los Angeles, CA 88888│ │
│  │ 012 345-6789        │  │ 012 345-6789        │  │ 012 345-6789        │ │
│  └─────────────────────┘  └─────────────────────┘  └─────────────────────┘ │
│            ✂                        ✂                        ✂             │
└──────────────────────────────────────────────────────────────────────────┘
```

MEMORY FUNCTIONS

You can use the memory to store your most frequently used text files. The text remains in the memory, even after all characters are removed from the display using the **Clear** function (holding down (Code) and pressing (Del)^{Clear}).

When each file is stored, it is given a number to make recalling it easier. Up to 9 text files or about 300 characters can be stored in the memory. Each stored text file can have a maximum of 99 characters.

Since a copy of the stored text file is recalled when the **Recall** function is used, the text can be edited or printed without changing the originally stored file. When a file is no longer needed or more space is necessary, the **Memory delete** function can be used to delete it.

☞ *When inserting new batteries, be sure to insert the new ones within five minutes of removing the old ones, otherwise any text files stored in the memory will be lost (unless the machine is plugged into an electrical outlet with the AC adaptor).*

STORING TEXT

To store a text file:

❶ Hold down (Code) and press ($\frac{\&}{7}$)^{Store}. The message "STORE SELECT 1–9?" appears on the display.

☞ *If 300 characters have already been stored, the error message "MEMORY FULL!" appears in the display. If this occurs, an existing text file must be deleted before the new one can be stored.*

❷ Press the key (($\frac{1}{1}$)^{Font} to ($\frac{(}{9}$)^{M.Del}) of the file number where you wish to store the text. The text is stored under the selected file number and the text previously shown in the display reappears.

☞ *If a file is already stored under the selected file number, the message "OVER-WRITE?" appears in the display and you must decide whether or not to overwrite it (delete it from the memory and store the new one).*

*To quit the **Store** function without storing the text, hold down (Code) and press ($\frac{\&}{7}$)^{Store} (or press just (Del)^{Clear}).*

To overwrite the stored file with the new one:

● Press ⏎ to delete the previously stored file and store the new one under the selected number.

☞ *To go back and choose another file number without overwriting the text file, press*

Clear
(Del)*, and then press the key of a different file number.*

RECALLING TEXT

To recall a text file:

❶ Hold down (Code) and press Recall (* 8). The message "RECALL SELECT 1–9?" appears on the display.

❷ Press the key (Font (1 i) to M.Del (9)) of the file number containing the text that you wish to recall. The text stored under the selected file number is shown.

☞ *To see other parts of the selected text file, press ◀◀ or ▶▶.*

To display the text stored under other file numbers, press Home ▲ or ▼ End , or the key of a different file number.

*To quit the **Recall** function without recalling text, hold down (Code) and press Recall (* 8)*

(or press just Clear (Del) *).*

❸ Press ⏎. Any text previously entered in the display is erased and the text stored under the selected file number is recalled into the display.

DELETING A FILE

To delete a text file:

❶ Hold down (Code) and press M.Del (9). The message "CLEAR SELECT 1–9?" appears on the display.
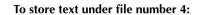
❷ Press the key ($\overset{\text{Font}}{\boxed{1\;\mathrm{i}}}$ to $\overset{\text{M.Del}}{\boxed{9}}$) of the file number containing the text that you wish to delete. The text stored under the selected file number is shown.

☞ *To see other parts of the selected text file, press* $\overset{\text{◀◀}}{\boxed{\blacktriangleleft}}$ *or* $\overset{\text{▶▶}}{\boxed{\blacktriangleright}}$ *.*

To display the text stored under other file numbers, press $\overset{\text{Home}}{\boxed{\blacktriangle}}$ *or* $\underset{\text{End}}{\boxed{\blacktriangledown}}$ *, or the key of a different file number.*

*To cancel the **Memory delete** function without deleting the text file, hold down* $\boxed{\text{Code}}$ *and press* $\overset{\text{M.Del}}{\boxed{9}}$ *(or press just* $\overset{\text{Clear}}{\boxed{\text{Del}}}$ *).*

❸ Press $\boxed{\hookleftarrow}$ to delete the text file that was selected.

EXAMPLE

To store text under file number 4:

❶ Hold down $\boxed{\text{Code}}$ and press $\overset{\text{Store}}{\boxed{\substack{8 \\ 7}}}$.

```
STORE
SELECT   1-9?
```
Length
Undl/Frm
Wide

❷ Press $\overset{\text{Style}}{\boxed{\substack{\$ \\ 4}}}$.

```
1:John  Smith
```
Length
Undl/Frm
Wide
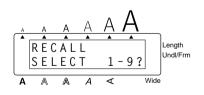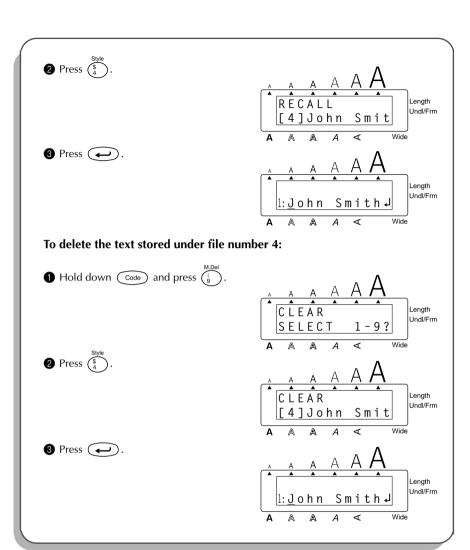
To recall the text from file number 4:

❶ Hold down $\boxed{\text{Code}}$ and press $\overset{\text{Recall}}{\boxed{\substack{* \\ 8}}}$.

```
RECALL
SELECT   1-9?
```
Length
Undl/Frm
Wide

❷ Press $\overset{\text{Style}}{\underset{4}{\$}}$.

```
        A   A   A   A  A  A
      RECALL
      [ 4 ] J o h n   S m i t
        A   A   A   A   ◁
```
Length
Undl/Frm
Wide

❸ Press ↵ .

```
        A   A   A   A  A  A
      1 : J o h n   S m i t h ↵
        A   A   A   A   ◁
```
Length
Undl/Frm
Wide

To delete the text stored under file number 4:

❶ Hold down (Code) and press $\overset{\text{M.Del}}{\underset{9}{(}}$.

```
        A   A   A   A  A  A
      C L E A R
      S E L E C T    1 - 9 ?
        A   A   A   A   ◁
```
Length
Undl/Frm
Wide

❷ Press $\overset{\text{Style}}{\underset{4}{\$}}$.

```
        A   A   A   A  A  A
      C L E A R
      [ 4 ] J o h n   S m i t
        A   A   A   A   ◁
```
Length
Undl/Frm
Wide

❸ Press ↵ .

```
        A   A   A   A  A  A
      1 : J o h n   S m i t h ↵
        A   A   A   A   ◁
```
Length
Undl/Frm
Wide

TROUBLESHOOTING

Problem	Remedy
1. The display stays blank after you have turned on the machine.	• Check that the AC adaptor is connected correctly. • If you are using alkaline batteries, check that they are correctly inserted. • If the batteries are low, replace them with new ones.
2. The machine does not print or the printed characters are blurred.	• Check that the tape cassette has been inserted properly. • If the tape cassette is empty, replace it with a new one. • Make sure that the tape compartment cover has been closed.
3. The text files that you stored in the memory are no longer there.	• If the batteries are low, replace them with new ones.
4. The printed characters are not formed properly.	• If you are using alkaline batteries, they may be low. Try using the AC adaptor or replace the batteries with new ones.
5. A blank horizontal line appears through the printed label.	• Clean the print head as explained on page 12.
6. Striped tape appears.	• You have reached the end of the tape. Replace the tape cassette with a new one.
7. The machine has "locked up" (i.e., nothing happens when a key is pressed).	• Turn off the machine, and then while holding down ⊂Code⊃ and ⒭ (Align), turn the machine back on. The text and formats in the display and all text files stored in the memory are erased.

ERROR MESSAGE LIST

Error Message	Cause	Remedy
5 LINE LIMIT!	• This message appears if five lines already exist when you press ⏎.	• Limit the number of lines to five.
BATTERIES WEAK!	• This message appears when the installed alkaline batteries become weak.	• Replace the batteries or use the AC adaptor.
BUFFER EMPTY!	• This message appears if you hold down (Code) and press ⓣ (Length), but no text has been entered in the display. • This message appears if you try to print, but no text has been entered. • This message appears if you try to store a text file in the memory, but no text has been entered in the display.	• Enter some text before starting the function. • Enter text before printing. • Enter text before storing.
BUFFER FULL!	• This message appears if you try to enter a character, symbol, bar code, return or space after 99 characters have already been entered.	• Delete some existing text so that more text can be entered.
CAN'T HERE!	• This message appears if the cursor is at the end of the text when you hold down (Code) and press (O₆) (Number).	• Move the cursor below a number before holding down (Code) and pressing (O₆) (Number).
CHANGE ADAPTOR	• This message appears if a high-voltage adaptor is being used.	• Remove the high-voltage adaptor and connect the adaptor designed exclusively for this machine.

Error Message	Cause	Remedy
CUTTER ERROR!	• This message appears if the tape cutter lever is pressed down while a label is being printed.	• Turn the P-touch off, then on again.
INVAL. CHRS!	• This message appears if the cursor is not below a number when you hold down (Code) and press (O₆) [Number].	• Move the cursor below a number before holding down (Code) and press (O₆) [Number].
LENGTH LIMIT!	• This message appears if the text is longer than 1 meter when you try to print. • This message appears if the **Length** function is used to set a label length that is less than 1.6″ (4.0 cm) or more than 11.8″ (30.0 cm). • This message appears if the **Tab Length** function is used to set a tab length that is more than 11.8″ (30.0 cm).	• Shorten the text to less than 1 meter before trying to print. • Set the label length between 1.6″ (4.0 cm) and 11.8″ (30.0 cm). • Set the tab length so that it is less than 11.8″ (30.0 cm).
LINE LIMIT!	• This message appears if the number of lines in the text is greater than the maximum number of lines possible for the installed tape.	• Reduce the number of lines or install a tape of greater width.
MEMORY FULL!	• This message appears if you try to store a text file after 300 characters have already been stored in the memory.	• Delete an unwanted file to make room for the new one.
NO FILES!	• This message appears if you try to recall or delete a text file from the memory when none are stored.	• Store a text file first.

Error Message	Cause	Remedy
NO TAPE!	• This message appears if you try to print a label or feed the tape when no tape cassette is installed.	• Install a tape cassette and try again.
NUMBER TOO SMALL!	• This message appears if the number that is set to be printed using the **Numbering** function is less than the number above the cursor.	• Press the key of a number that is greater than the number in the text.
REPLACE BATTERIES!	• This message appears if the installed alkaline batteries are about to run out.	• Replace the batteries or use the AC adaptor.
ROM PROBLEM!	• This message appears if there is a problem with the machine's read only memory.	• Contact your service representative. Turn off the machine, and then while holding down $\boxed{\text{Code}}$ and $\overset{\text{Align}}{\boxed{\text{R}}}$, turn the machine back on.
SYSTEM ERROR!	• This message appears if there is a problem with the machine's software.	• Contact your service representative.
TAB LIMIT!	• This message appears if 50 tabs have already been added to the text when you press $\overset{\text{Tab}}{\boxed{\text{Q}}}$.	• Limit the number of tabs in the text to 50.
TEXT TOO HIGH!	• This message appears if the size of the text is larger than the width of the installed tape.	• Reduce the size of the characters or install a wider tape.
TEXT TOO LONG!	• This message appears if the length of the text is longer than the label length that has been set using the **Length** function.	• Delete some of the text, reduce the character width or increase the set label length.

SPECIFICATIONS

HARDWARE

Input Device: Keyboard - 51 keys

LCD: 7×5 dots
12 characters $\times$ 2 lines
16 indicators

Print Tape: Pressure-sensitive, Adhesive-based
26' 3" (8 m) long
Five widths available:

1/4"	(6 mm)
3/8"	(9 mm)
1/2"	(12 mm)
3/4"	(18 mm)
1"	(24 mm)

Power Supply: Eight AA alkaline batteries (AM3, LR6), eight AA manganese batteries or optional AC adaptor
Auto power-off if no key is pressed for 5 minutes

Print Head: 128 dot / 180 dpi

Dimensions: 7 1/2" (W) $\times$ 9" (D) $\times$ 2 1/2" (H)
($188 \times 234 \times 67$ mm)

Weight: 1.98 lbs (900 g) (without a tape cassette and batteries installed)

SOFTWARE

Buffer Size: Maximum 99 characters
Maximum five lines

Memory Size: 300 characters

Character Size: Six sizes (6, 9, 12, 18, 24 and 36 points) + 48 point (Capital letters only)
All are available in normal and wide

Print Styles: Normal, Outline, Bold, Shadow
(each can be combined with Italic), and Vertical

ACCESSORIES

● **Supplies**

Obtain tape cassettes from your nearest authorized dealer.

Use only Brother TZ tapes with this machine. Brother cannot be held responsible for trouble caused by the use of unauthorized supplies. Do not use tapes that do not have the 🏷 mark.

Stock No.	Description	QTY/ PACKAGE	PRICE
1″ (24 mm)			
TZ151	Black Characters on Clear Adhesive	1	$25.99
TZ251	Black Characters on White Adhesive	1	$28.99
TZ451	Black Characters on Red Adhesive	1	$28.99
TZ651	Black Characters on Yellow Adhesive	1	$28.99
TZB51	Black Characters on Flu. Orange Adhesive	1	$35.99
TZ252	Red Characters on White Adhesive	1	$28.99
TZ253	Blue Characters on White Adhesive	1	$28.99
TZ354	Gold Characters on Black Adhesive	1	$31.99
TZ355	White Characters on Black Adhesive	1	$31.99
3/4″ (18 mm)			
TZ141	Black Characters on Clear Adhesive	1	$22.99
TZM41	Black Characters on Clear (Mat) Adhesive	1	$24.99
TZ241	Black Characters on White Adhesive	1	$24.99
TZ641	Black Characters on Yellow Adhesive	1	$24.99
TZB41	Black Characters on Flu. Orange Adhesive	1	$29.99
TZ242	Red Characters on White Adhesive	1	$24.99
TZ243	Blue Characters on White Adhesive	1	$24.99
TZ344	Gold Characters on Black Adhesive	1	$28.99
TZ345	White Characters on Black Adhesive	1	$28.99
TZ545	White Characters on Blue Adhesive	1	$28.99
1/2″ (12 mm)			
TZ131	Black Characters on Clear Adhesive	1	$19.99
TZ231	Black Characters on White Adhesive	1	$20.99
TZM31	Black Characters on Clear (Mat) Adhesive	1	$20.99
TZ431	Black Characters on Red Adhesive	1	$20.99
TZ531	Black Characters on Blue Adhesive	1	$20.99
TZ631	Black Characters on Yellow Adhesive	1	$20.99
TZ731	Black Characters on Green Adhesive	1	$20.99
TZ132	Red Characters on Clear Adhesive	1	$19.99
TZ232	Red Characters on White Adhesive	1	$20.99

Stock No.	Description	QTY/PACKAGE	PRICE
TZ133	Blue Characters on Clear Adhesive	1	$19.99
TZ233	Blue Characters on White Adhesive	1	$20.99
TZ334	Gold Characters on Black Adhesive	1	$24.99
TZ335	White Characters on Black Adhesive	1	$24.99
TZ435	White Characters on Red Adhesive	1	$24.99
3/8″ (9 mm)			
TZ121	Black Characters on Clear Adhesive	1	$16.99
TZ221	Black Characters on White Adhesive	1	$19.99
TZ222	Red Characters on White Adhesive	1	$19.99
TZ223	Blue Characters on White Adhesive	1	$19.99
TZ325	White Characters on Black Adhesive	1	$22.99
1/4″ (6 mm)			
TZ111	Black Characters on Clear Adhesive	1	$14.99
TZ211	Black Characters on White Adhesive	1	$16.99
TZ315	White Characters on Black Adhesive	1	$20.99

Non-laminated tapes

Stock No.	Description	QTY/PACKAGE	PRICE
3/4″ (18 mm)			
TZN641	Black Characters on Yellow Adhesive	1	$21.99
TZN541	Black Characters on Blue Adhesive	1	$21.99
TZNF41	Black Characters on Purple Adhesive	1	$21.99
1/2″ (12 mm)			
TZN631	Black Characters on Yellow Adhesive	1	$17.99
TZN531	Black Characters on Blue Adhesive	1	$17.99
TZNF31	Black Characters on Purple Adhesive	1	$17.99

Instant lettering tape

Stock No.	Description	QTY/PACKAGE	PRICE
3/4″ (18 mm)			
TZL041	Black Characters	1	$24.99

Iron on transfer tape

Stock No.	Description	QTY/PACKAGE	PRICE
3/4″ (18 mm)			
TZIY41	Black Characters	1	$31.99

Security tape

Stock No.	Description	QTY/PACKAGE	PRICE
3/4″ (18 mm)			
TZSE4	Black Characters on White Adhesive	1	$49.95

Fabric tape

Stock No.	Description	QTY/PACKAGE	PRICE
1/2″ (12 mm)			
TZFA3	Blue Characters on White Adhesive	1	$34.95

Stamp kit/holder

Stock No.	Description	QTY/PACKAGE	PRICE
1″ (24 mm) Stamp Area -13.5 × 65 mm			
SKLB	LARGE Stamp Kit (Stamp holder + Tape cassette)	1	$54.95
SHLB	LARGE Stamp Holder	1	$27.45
3/4″ (18 mm) Stamp Area -9 × 55 mm			
SKMB	MEDIUM Stamp Kit (Stamp holder + Tape cassette)	1	$49.95
SHMB	MEDIUM Stamp Holder	1	$24.95

Options

Stock No.	Description	QTY/PACKAGE	PRICE
TR9	Lettering Stick	1	$2.99
AD60	AC adapter	1	$34.95

ACCESSORY ORDER FORM

This order form is provided for your convenience should your retailer not stock the item(s) needed or if you prefer to order by telephone. To order by phone, please call Brother International at 1-800-668-2768 and have your Visa or MasterCard available.

Stock No.	Description	Price	Quantity	Total
	TOTAL			

Prices subject to change without notice.

Before calling:
1. Review the reverse side of this form and select the desired items.
2. Complete the order form, indicating the quantity of each item (for your records).
3. Enter the total on the "Supply/Accessory Total" line below (for your records).
4. Add appropriate sales tax and shipping/handling costs (for your records).
5. Have your Visa or MasterCard number and expiration date available.

Supply/Accessory Total		$
All Residents of Canada: Please add	G.S.T	$
applicable sales taxes (G.S.T. & P.S.T.).	P.S.T.	$
Shipping/Handling		$5.00
TOTAL DUE		$

G.S.T. # R100663764
P.S.T. # 100100117TQ0001
* Prices subject to change without notice.

ACCESSORY ORDER FORM

This order form is provided for your convenience should your retailer not stock the item(s) needed or if you prefer to order by telephone. To order by phone, please call Brother International at 1-800-668-2768 and have your Visa or MasterCard available.

Stock No.	Description	Price	Quantity	Total
	TOTAL			

Prices subject to change without notice.

Before calling:
1. Review the reverse side of this form and select the desired items.
2. Complete the order form, indicating the quantity of each item (for your records).
3. Enter the total on the "Supply/Accessory Total" line below (for your records).
4. Add appropriate sales tax and shipping/handling costs (for your records).
5. Have your Visa or MasterCard number and expiration date available.

Supply/Accessory Total		$
All Residents of Canada: Please add	G.S.T	$
applicable sales taxes (G.S.T. & P.S.T.).	P.S.T.	$
Shipping/Handling		$5.00
TOTAL DUE		$

G.S.T. # R100663764
P.S.T. # 100100117TQ0001
* Prices subject to change without notice.

brother®